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No. 194, Port Blair, Friday, July 9, 2010

**ANDAMAN & NICOBAR ADMINISTRATION
DIRECTORATE OF SOCIAL WELFARE**

NOTIFICATION

Port Blair, dated the 9th July, 2010

No. 179/2010/F.No.2-162/Estt./2009/SW.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs, New Delhi, Notification No. U-14039/2/83-ANL dated the 21st February, 1985, and in supersession of Notification No. 48-181/87-TW dated 02nd August, 1988, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the post of **Probation Officer (Juvenile Home)** for the Delinquent Children borne in the Establishment of the Directorate of Social Welfare, Andaman and Nicobar Administration, namely:-

1. Short Title and Commencement:

- i. These rules may be called the Andaman and Nicobar Administration, Probation Officer (Juvenile Home) in the Directorate of Social Welfare, Recruitment Rules, 2010.
- ii. They shall come into force on the date of their publication in the Official Gazette.

2. Number of Post, Classification and Scale of Pay:

The number of said post, their classification and Pay Band and Grade Pay/Scale of pay attached thereto shall be as specified in serial numbers 2 to 4 of the Schedule annexed hereto.

3. Method of Recruitment, Age limit and Qualification:

The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in serial numbers 5 to 15 of the said Schedule.

4. Disqualification:

No person—

- i) Who has entered into or contracted a marriage with a person having a spouse living; or
- ii) Who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Lieutenant Governor (Administrator), may, if satisfied, that such marriage is permissible under the personal law applicable to such persons and the other party to the marriage and there are other grounds for so doing exempt any person from the operation of this rule.

5. Powers to Relax :

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of those rules with respect to any class or category of person

6. Saving :

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Lt. General (Retd.) Bhopinder Singh

Lieutenant Governor,
Andaman & Nicobar Islands.

By order and in the name of the Lieutenant Governor

Sd/-
(R.K. Majhi)
Superintendent (JH)

SCHEDULE**RECRUITMENT RULES FOR THE POST OF PROBATION OFFICER
(JUVENILE HOME) OF THE DIRECTORATE OF SOCIAL WELFARE OF
A & N ADMINISTRATION**

1.	Name of the post	Probation Officer (Juvenile Home)
2.	Number of post	2 (Two)* (2010) *Subject to variation depending upon workload
3.	Classification	General Central Services Group 'B', Non-Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/ Pay Scale	PB-2 Rs. 9300-34800 + Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Not applicable
6.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions and orders issued by the Central Govt.) NOTE : The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (other than those in Andaman & Nicobar Islands and Lakshadweep)
8.	Educational and other qualifications required for direct recruitment	Essential: i) Master Degree in Social Work or Sociology or Psychology of a recognized University ii) One year experience in an Institution established for the welfare of children Desirable: Working knowledge in Hindi. Note 1 : Qualification(s) are relaxable at the discretion of the Competent Authority, in case of candidate otherwise well qualified Note 2 : The qualification(s) regarding experience is/are relaxable at the discretion of the Competent Authority, in case of candidates belonging to Scheduled Tribes if, at any stage of selection, the Competent Authority, is of the opinion that sufficient numbers of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies, reserved for them
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 (Two) years

11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment
12.	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	Not applicable
13.	If DPC exists, what is its composition ?	<u>Group 'B' DPC (for selection & confirmation)</u> i) Secretary (SW), A & N Admn. – Chairman ii) Secretary (Law), A & N Admn. – Member iii) Director (Social Welfare) – Member
14.	Circumstances under which UPSC is to be consulted in making recruitment	Not applicable
15.	Job descriptions	Attached as Annexure to Schedule

Annexure**DUTIES AND RESPONSIBILITIES OF PROBATION OFFICER
(JUVENILE HOME)**

- On receipt of information from the officer in charge of a police station under clause (b) of section 19, and order from the juvenile welfare board under rule 28 of these rules, the Probation Officer shall enquire into the antecedents and family history of the juvenile and such other materials circumstances as may be necessary and submit a preliminary report as early as in Form IX to the competent authority as early as may be allowed by the competent authority.
- Every Probation Officer shall carry out all directions given to him by a competent authority and the Chief Inspector and shall perform the following duties:-
 - To make inquiries regarding the home and school conditions, conduct, character and health of juveniles under his supervision.
 - To attend regularly the court of a competent authority and submit reports.
 - To maintain diary, case files and such registers as may be prescribed from time to time.
 - To visit regularly juveniles placed under his supervision and also places of employment or school attended by such juveniles, and to submit regularly fortnightly reports as nearly as in Form – X.
 - To take juveniles wherever possible from the court of a competent authority to observation home, to juvenile home, special home or fit person.
 - To bring before the competent authority immediately juveniles who have not been of good behaviour during the period of supervision.
 - Follow up of juveniles after their release from the institutions and extending help of guidance to them.
 - Establishing linkages with voluntary workers and organizations to facilitate rehabilitations and social reintegration of juveniles and to ensure the necessary follow up.
- The Probation Officer shall not employ a juvenile under his supervision for his own private purposes or take any private service from him.
- In addition to above the Probation Officer (JH) shall perform all such duties, functions and responsibilities assigned by Director Social Welfare from time to time.